

Friends of the Manchester Library  
Meeting Minutes for October 24, 2012

Attending: C. Campbell, E. Cisney, G. Herbison, , C. Kucius, W. Lounsbury, R. Rada, John Winslow, L.A. Winterowd.

**ACTIONS PENDING:**

Leigh Ann: laptop desk and early learning center

John/Joan: plan wine tasting event

Carol/John: fix uncategorized line item

Carol: dispose of old vacuum

Ron/George/Eric/Ray: new Storage building

All: forward FOML emeritus names to Ron ASAP

Ron/John/Carol: Elections to be held Dec. 5

The meeting was called to order at 7:00 pm by President Rada. Minutes of the previous meeting were approved as presented.

**Correspondence:** One FOL newsletter

**Treasurer's report:** The uncategorized item needs to be cleared in Quicken; Carol and John will figure that out. Treasurer's report approved as submitted. Money donated for the endowment fund would be moved to the endowment investments, regardless of whether any specific year's fundraising leaves us with a surplus (defined per policy) at the end of the year. Endowment donations should be moved more quickly to the funds, to allow them to begin to grow (perhaps twice a year, instead of only in January.)

**Branch Manager's report:** Leigh Ann's report is attached. Zak will be in town about November 1. Up to \$200 was approved for refreshments for the KRL/general public reception for Zak. \$235 was approved as an increase in budget for children's program, following lengthy discussion about how to keep that budget under better control. Zak will have to be in control of the expenditures.

**Bookstore report:** Store is doing fine. The next book sale November 3 will also be a gift sale, so more complex to set up. We will have donated jewelry from Kathy Herrema-Johnson, craft items from Georgia Ovestrude, the quilt raffle to continue, and packages of spring-flower bulbs to sell.

**Newsletter:** Ray reported via email that he will issue the next newsletter after 1 November, to put a picture of Zak in.

**Facilities report:** John has cleaned gutters, touched up paint, checked/changed filters, smoke alarm batteries. The refrigerator needs cleaning (staff to do that). Rusty will be on vacation for two weeks and will provide a substitute. The library clocks and thermostats will be re-set the day of the sale, for PST. Carol will put the faucet socks on the two outside faucets attached to the building, and put away the garden hoses for the winter. The new irrigation system is self-draining once shut off.

**Library Concept Group:** No report

**Gardens:** The last work party of the year was October 12, and a layer of dark fine bark was spread.

**MCAC:** Eric: The County Health Dept is surveying along the beach; found some violations but will defer action pending the sewer campaign for LID 9.

**Old Business:** Room rentals are paid up. The new storage shed will be built this weekend. The special friend photo/write up are in place, for Joan Winslow. The staff appreciation gift cards have been purchased and delivered. Everyone should send info about the names/addresses of past active FOML members to Ron, so they can be invited to the reception for Zak.

**New Business:** Ron announced a meeting 11/24 at 10:00 at the library, to re-group on Long Range Planning. If unable to attend, send thoughts/views to Ron in advance. The staff has been cleaning out storage spaces, and located many light bulbs that are no longer usable at the library; they were given to various people in return for voluntary donations. Leigh Ann informed the group that Kameil Forsythe, KRL volunteer coordinator, would like to meet with us to see what we need volunteer help with, as she wants to refer volunteers to the FOML.

Adjourned at 8:13 pm. Next meeting: Wednesday December 5, 2012: 7 to 8:15 pm in the Library.

Respectfully submitted, Carol Campbell, Secretary